

**UACE (SCOTLAND) ADMINISTRATION GROUP**

**Friday 22 October 2004 at 11 a.m.  
University of Dundee  
Room 1.35, Baxter Conference Suite  
1st Floor, Tower Building  
Nethergate  
Dundee**

**Coffee will be available for the meeting at 11 a.m. and buffet lunch will be served at 12.30**

**AGENDA**

Apologies

- 1 Minutes of the previous meeting held on 18 June 2004 UACE(S)ADMIN(04)minutes2
- 2 Matters arising from the minutes
- 3 Future of UACE(S) and UACE
- 4 UACE(S) Website developments
- 5 Administrators' conference 2005
- 6 Open forum and updates from universities: please bring a note of your numbers for this year, and brochures to share among the group
- 7 Future topics
- 8 Any other business
- 9 Venue, date and time for next meeting